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Boardman Fire Rescue District Board of Directors  
Meeting Minutes  
February 10, 2026  
Boardman Fire Station 81  
911 S.W. Tatone St. – P.O. Box 2, Boardman, OR 97818

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**CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL:** 6:00 p.m.

**PRESENT**

Directors: President Lisa Pratt, Vice President Loren Dieter, Directors David Boor and James Ratzlaff  
Via Zoom: Director Mike Sowa  
Staff: Chief Mike Hughes, Executive Assistant Suzanne Gray, Fire Marshal Marty Broadbent, Battalion Chief/Training Officer Sam Irons, Company Officer/Paramedic Levi Renfrew  
Audience: Brandon Hammond, Boardman City Manager

**PUBLIC COMMENT:** None

**AGENDA ADJUSTMENTS:** Chief Mike Hughes asked that a vehicle purchase request be added to Action Items.

**DIRECTOR REPORTS**

1. Board Bylaws: President Pratt reported that bylaws should now be referred to as policies, per the Special Districts Association of Oregon (SDAO). Chief Hughes will route the latest draft to Board members and place it on next month's agenda as an Action Item.
2. Board SDAO Training: President Pratt said the classes were "really good." Chief Hughes reminded the Board the Public Meeting Law Training Course is required every four years and is available online.

**FIRE CHIEF'S REPORT** – Chief Hughes

1. Fire Safety Committee: The City of Boardman and BFRD have partnered on the City's newly-formed Fire Safety Committee. Chief Hughes asked Brandon Hammond, City Manager, to provide a report. Mr. Hammond outlined the committee membership and its main goal – to create a very clear ordinance for the City to follow and enforce. The new ordinance will be before the Council in March, he said.
2. Columbia Development Authority (CDA) Land: Regarding the lawsuit filed by Irrigon Rural Fire Protection District against the CDA, Boardman Fire, Port of Morrow, and Morrow County – The jury trial date will be set sometime between April and December 31<sup>st</sup>.
3. Columbia River Enterprise Zone II & III Meetings: At the February 9<sup>th</sup> meeting, CREZ II disbursed just over \$300,000 to BFRD. He estimated the CREZ III disbursement will be between \$250,000-300,000.
4. New Ambulance: A few minor details remain to be completed before it is ready.
5. Future Fire Station, Airport Road: A meeting request was made to Amazon to discuss the future fire station. Chief Hughes said he planned to work with Mr. Hammond on funding opportunities for a training tower.

6. Miscellaneous: After a brief discussion on the current strategic plan, Chief Hughes said he would have copies for review at the next meeting. He said dates needed to be considered for drafting the next five-year strategic plan as all of the current goals have been met.

### **CONSENT CALENDAR ITEMS**

1. January 13, 2026 Regular Board Meeting Minutes
2. Approve Bills and Payables

Vice President Dieter moved to approve the Consent Calendar, as presented; Director Boor seconded. Vote: President Pratt: Aye; Vice President Dieter: Aye; Director Boor: Aye; Director Ratzlaff: Aye; Director Sowa: Aye. Motion carried.

### **ACTION ITEMS**

1. Request to Purchase 2026 Dodge Ram 2500 Pickup – \$85,000

Chief Hughes said he planned to sell the 2016 Tahoe for about \$25,000 and put the funds toward the purchase of the 2026 Dodge Ram. The remaining balance would come from CREZ II funds. Vehicle rotation plans were discussed.

Director Boor moved to approve the purchase of the 2026 Dodge Ram 2500 Pickup. Discussion. Director Ratzlaff seconded. Vote: President Pratt: Aye; Vice President Dieter: Aye; Director Boor: Aye; Director Ratzlaff: Aye; Director Sowa: Aye. Motion carried.

### **FIRE LOSS MANAGEMENT DIVISION REPORT – Fire Marshal Marty Broadbent**

- Two more Amazon campuses have started.
- Check from the City of Boardman for fourth quarter inspection and plan reviews totalled \$78,614.

### **TRAINING DIVISION REPORT – Battalion Chief/Training Officer Sam Irons**

- Twenty-seven team members contributed a total of 275 hours of training.
- Captain Jeremy Gierke has taken over the CPR classes, three of which were held last month.
- B Shift assisted with vision screening at Sam Boardman Elementary School.
- The Mutual Aid Report was reviewed.

### **EMS REPORT – Company Officer/Paramedic Levi Renfrew**

- Medical calls since the last meeting: 45, with one inter-facility transfer.

### **FIRE OFFICER'S REPORT – Company Officer/Paramedic Levi Renfrew**

- Year-to-date calls: 115.
- Shifts have been rotating through different businesses to do company inspections. They look for fire hazards, compliance, inspect AEDs, and also get to see the layout of the buildings. Chief Hughes said BFRD partnered with the City when AEDs were put in City vehicles and is now responsible for maintaining those, as well.
- Detail work has been done on the apparatus, such as waxing, etc.

**FINANCIAL REPORTS** – Chief Mike Hughes

Chief Hughes said the Budget-to-Actual looked really good and the District was right where it needed to be. For tracking purposes, the EMS lines will be broken down further in the next budget.

**COMMUNICATIONS** – Executive Assistant Suzanne Gray

- The Auditor’s Report and miscellaneous correspondence were distributed to the Board prior to the meeting.

**PRESENTATIONS/RECOGNITIONS** – Chief Mike Hughes

Paramedic Del Turner will be retiring in March. Chief Hughes suggested a dinner at the end of the March Board meeting to recognize his retirement.

**CLOSED EXECUTIVE SESSION** – None

**NEXT MEETING** – Tuesday, March 10<sup>th</sup>, 6:00 p.m.

**ADJOURNED:** 6:30 p.m.

*Respectfully submitted by Roberta Lutcher*